

BRAND INSPECTOR

(CONTINUOUS FILING)



DEPARTMENTAL OPEN STATEWIDE EXAMINATION

AP50/0303 (3FABR)

An equal opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation. It is an objective of the State of California to achieve a drug-free state workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

POSITIONS

Positions exist in various counties throughout the State. Positions are permanent-fulltime and permanent-indeterminate time base. The majority of the positions are permanent-indeterminate (part-time) and the hours can vary from 40 – 143 hours per month depending on the county.

WHO SHOULD APPLY

Applicants who meet the minimum qualifications as stated below. This is a departmental open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.

CONTINUOUS FILING INSTRUCTIONS

The testing office will accept applications continuously and will notify and test applicants as needs warrant. **Testing is considered continuous** as closing dates (cut-off dates) can be set at any time and eligible lists are merged. Applications personally delivered after the closing date will be held over for the next examination. **A candidate may be tested only once during a testing period.** The testing period for this examination is 24 months. The beginning of the testing period is based upon when an individual is placed on the eligible list. **A person may not be examined more than once in a testing period. Therefore, if you have taken this examination within the last 24 months, you are not eligible to apply or compete in this examination.** You must submit a state application (Form STD 678) to each testing period.

HOW TO APPLY

Standard State Application (STD. 678) is available through the internet at <http://jobs.ca.gov/Profile/StateApplication>. Applications must be submitted to the California Department of Food and Agriculture.

California Department of Food and Agriculture
Examination Unit
1220 N Street, Room 242
Sacramento, CA 95814
Attn: Suzanne Conrad

DO NOT SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CALHR).

TESTING METHOD

The testing method used may be one or a combination of the following: **ORAL OR WRITTEN EXAMINATION, EDUCATION & EXPERIENCE OR SUPPLEMENTAL APPLICATION.**

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special arrangements, mark the appropriate box in #2 of the application. You will be contacted to make specific arrangements. If you have not been contacted by the time you receive a notice to appear at a test, call the California Department of Food and Agriculture Exam Unit at (916) 403-6579.

REQUIRED IDENTIFICATION

NOTE: Applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

SALARY RANGE

\$2,963 - \$3,527

**BRAND INSPECTOR
ELIGIBLE LIST INFORMATION**

CONTINUOUS FILING

**REQUIREMENTS FOR
ADMITTANCE TO THE
EXAMINATION**

A Departmental "Open" list will be established for the California Department of Food and Agriculture. The names of successful competitors are merged onto the list in order of final scores, regardless of test date. Eligibility expires **24** months after it is established. Competitors must then retake the Supplemental Application exam to reestablish eligibility.

NOTE: ALL APPLICATIONS MUST MEET THE EDUCATION AND/OR EXPERIENCE REQUIREMENTS AS STATED ON THIS EXAMINATION ANNOUNCEMENT. YOUR SIGNATURE ON YOUR APPLICATION INDICATES THAT YOU HAVE READ, UNDERSTOOD, AND POSSESS THE BASIC QUALIFICATIONS REQUIRED.

NOTE: ALL APPLICATIONS/RESUMES MUST INCLUDE: "TO" AND "FROM" DATES (MONTH/DAY/YEAR); TIME BASE; AND JOB TITLES. APPLICATIONS/RESUMES RECEIVED WITHOUT THIS INFORMATION MAY BE REJECTED.

MINIMUM QUALIFICATIONS

NOTE: SUBMISSION OF TRANSCRIPTS IS REQUIRED TO VERIFY THE EDUCATION REQUIREMENT. FAILURE TO DO SO MAY RESULT IN A DELAY OF YOUR APPROVAL TO COMPETE IN THE EXAMINATION.

Either I

EXPERIENCE: Six months of experience performing the duties of an Agricultural Services Technician II, Range B, in the California state service. **And**

EDUCATION: Equivalent to completion of nine semester units of college level course work in job-related sciences. *(Applicants who are enrolled for the minimum appropriate college courses required may be admitted to the examination, but they must show proof of completion before they will be considered eligible for appointment.)*

Or II

1. Two years of experience in the production of and working with commercial beef cattle on the range, at commercial feedlots, livestock markets, cattle slaughter plants, stock pens, or other closely related areas. *(Completion of a two year course in an agricultural college with specialization in animal husbandry or related subjects may be substituted for one year of the required experience.)* **or**
2. Six months of seasonal experience in the State's Livestock Identification Program assisting in hide and brand inspection in a class equivalent in level of responsibility to that of an Agricultural Inspector I (Intermittent).

Or III

Equivalent to graduation from college with specialization in animal husbandry or in related livestock subjects.

**SPECIAL PERSONAL
CHARACTERISTICS**

Willingness to travel and to work long and irregular hours. Possession of a valid California driver license.

**ADDITIONAL DESIRABLE
QUALIFICATIONS**

Education equivalent to completion of the twelfth grade.

POSITION DESCRIPTION

This is the entry, training, and first working level. Incumbents work under supervision to become familiar with brand inspection and enforcement work by performing a variety of the more routine tasks. As incumbents become more proficient, they work under general supervision, independently performing brand inspection duties of average difficulty.

**BRAND INSPECTOR
EXAMINATION INFORMATION**

CONTINUOUS FILING

This examination will consist of a Supplemental Application - weighted 100%.

Competitors who do not return the Supplemental Application will be disqualified.

In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the interview.

SUPPLEMENTAL APPLICATION – WEIGHTED 100%

The California Department of Food and Agriculture and the California Department of Human Resources (CalHR) reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

SCOPE OF EXAM

In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

AND

**SCOPE OF ON-THE-JOB
KNOWLEDGE AND ABILITIES**

Knowledge of:

1. Methods of branding and marketing cattle;
2. Principles and practices of animal husbandry and the operation of livestock ranches;
3. Methods of operation used by cattle thieves;
4. Provisions of laws and regulations designed to prevent theft of cattle.

Ability to:

1. Communicate effectively at a level required for successful job performance;
2. Apply provisions of laws and regulations designed to prevent theft of cattle to specific situations;
3. Detect altered brands;
4. Make investigations;
5. Analyze situations accurately and take effective action;
6. Develop and maintain cooperative relations with people contacted in the course of work;
7. Understand and follow directions;
8. Make arithmetical calculations;
9. Write legibly, spell correctly, use good English, and prepare clear and accurate reports.

EDUCATION AND EXPERIENCE

SPECIAL NOTE:

If conditions warrant, this examination may utilize an evaluation of each competitor's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out his or her application. List all experience relevant to the "Requirements for Admittance to the Examination" shown on this announcement, even if that experience goes beyond the seven-year limit printed on the application. Supplementary information will be accepted, but read the "Requirements for Admittance to the Examination" carefully to see what kind of information will be useful to the staff doing the evaluation.

VETERANS PREFERENCE

Veterans preference credits will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested these points through the California Department of Human Resources (CalHR). Due to changes in the law, which were effective January 1, 1996, Veterans who have achieved permanent civil service status are not eligible to receive veterans preference credits.

QUESTIONS?

If you have any questions regarding this announcement, please contact the California Department of Food and Agriculture, Examination Unit, 1220 N Street, Room 242, Sacramento, CA 95814, Attn: Suzanne Conrad, (916) 403-6579, AND at suzanne.conrad@cdfa.ca.gov.

GENERAL INFORMATION

For an examination without a written feature it is the candidate's responsibility to contact the California Department of Food and Agriculture Examinations Unit at (916) 403-6579 three (3) weeks after the final filing date if he/she has not received his/her notice.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. If an offer of employment is made, a medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: ① sub-divisional promotional, ② departmental promotional, ③ multi-departmental promotional, ④ service-wide promotional, ⑤ departmental open, ⑥ open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one (1) to four (4) years unless otherwise stated on this bulletin.

Veterans' Preference Points: California Law (Government Code 18971-18978) allows the granting of Veterans' Preference Points in Open entrance and Open, Non-Promotional entrance examinations. Veterans' Preference Points will be added to the final score of all competitors who are successful in these types of examinations, and who qualify for, and have requested by mail, these points. **In open (only)** entrance examinations, Veterans' Preference Points are granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans (5 points for widows, widowers, and spouses if the veteran was in the National Guard); and 15 points for disabled veterans. **In open, non-promotional** entrance examinations, Veterans' Preference Points are granted as follows: 10 points for veterans, and 15 points for disabled veterans. Employees who have achieved permanent State civil service status are not eligible to receive Veterans' Preference Points. "Permanent State civil service status" means the status of an employee who is lawfully retained in his/her position after completion of the applicable probationary period. This includes permanent intermittent, part-time, and full-time appointments. In addition, individuals who at any time achieved permanent State civil service status and subsequently resigned, or were dismissed from State civil service are not eligible to receive Veterans' Preference Points. Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference Points are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://.jobs.ca.gov>, and the Department of Veterans Affairs.

TTY is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY Device
TTY number: 1-800-735-2929 FROM VOICE PHONES: 1-800-735-2922